

Moretown Memorial Library
Board of Trustees Meeting
September 11, 2014
7:00 pm

Present: Jennifer Mead, Lauré Murphy, Lisa Samsom, Meg Allison (recording)

7:08 Call to Order

7:09 Public Comment

7:09 Treasurer's Report

We seem to be on target overall. Heating at 84%. Electricity down. Postage on target. Might have to budget more for heating next year.

Jennifer made a motion to transfer administration of the Moretown Memorial Libraries People's United Bank Account under the direction of the Library Trustees to the Town. The Library Trustees retain sole authority of the funds in and out of the account. Lauré Murphy seconded.

Trustees can pay for things and get reimbursed. We should use the town's tax ID number. We should submit tax-exempt forms to our vendors (like Amazon, Staples).

Remodeling project: Jen will be ordering 3 sets of curtains from JC Penny's, Laure will pick up 5 curtain rods from Bisbees, Lisa will order the vacuum and the "water hog" entry rug from Amazon.

Meg moves to approve the Treasurer's Account. Jennifer seconded.

7:30 Secretary's Report. Approved and so moved.

7:35 Librarian's Report

Great turnout for summer library programming, but overall library visits and checkouts down. Perhaps chalk it up to the beautiful Valley weather. Moved to accept. Seconded by Lauré.

8:15 New Business.

Library Remodeling: Lauré will look for a boot and coat rack on Amazon. Lisa will check with Tom and Ellie to see if there is a history to the bookshelf in the hall before we move it. Lauré has a quote from Dave Tomczyk (Carpentry Unlimited, Northfield) about replacing the windows with Integrity wood, double-hung, clad forest-green exterior (white interior). No need for storm windows. Screens included. \$995 for a large window, less for a 2nd level upstairs windows. Quote to replace the basement window w/a window well, \$200. Handrail, labor and materials \$1075. Front door could use some weather stripping, \$125 for labor and materials. Interior door installed with safety glass, \$140. \$205 to replace the overhang above the door. Laure will contact Dave about his availability to move forwards with the following repairs: handrail, front door weather stripping, interior door (glass installation), shelving in the library, and basement window replacement. Total \$1910.00.

Bob Mays installed a new front step. Looks great.

New Library Hours: Lisa compared MML hours with other local libraries and libraries of similar sizes and budgets. New schedule would allow for either Lisa or Pat on site every day during the week. Saturday would be a volunteer-only day. Jennifer made a motion to change the library hours per the librarian's recommendation. Lauré seconded.

8:52 Old Business

Trustee Positions - Evelyn Goss's POA submitted her resignation from the board. The board thanks Evelyn for all her years of service with the

library. There is an open position on the board, to be filled per the appointment of the Select Board.

Policies & Strategic planning - Lisa working on these. More come.

8:54 Adjourn